

**Minutes of the Meeting of Tasburgh Parish Council held remotely via
Zoom on
Tuesday 19th January 7.30pm**

Present

Jill Casson (Chair) Adrienne Watts, Brian Hill, Keith Read, Geoff Merchant, Andrew Patrick, Willie Crawshay, Preston Thomas and Tina Eagle, Parish Clerk

Also present

County Councillor Alison Thomas, District Councillor Michael Edney and 2 members of the public

1. Apologies

Apologies were received and accepted from Matthew Read.

2. Declaration of interest for items on the agenda and applications for dispensations

Andrew Patrick declared an interest in Agenda item 14b and 15a, and Adrienne Watts in Item 9d

3. Minutes of the meeting held on Tuesday 15th December 2020

The minutes of the last meeting previously circulated were considered. It was **agreed** to accept the minutes as a true record of the proceedings proposed by Keith Read, seconded by Preston Thomas, all in favour.

4. Minutes of meeting held on Tuesday 5th January 2021

It was **agreed** to accept the minutes as a true record of the proceedings proposed by Keith Read, seconded by Adrienne Watts, all in favour.

5. Urgent Items to be raised through the Chair

None

6. Update on matters arising from the minutes

a) Chestnut Road Grit Bin

It was noted that the lid had now been repaired.

b) Marlpit Lane Land

It was reported that an additional search needs to be undertaken from the Land charges department before completing the first registration form for all owners since 1925 costing £1.00. **Clerk**

c) Online Banking

It was noted that due to inconsistent information provided by Barclays signatories still need to be set up. **JC/Clerk**

d) FOI Training

The cost to attend this training is £60.00 and not £40.00 as previously reported. The additional cost of £20.00 for the Clerk to attend was **agreed**. **Clerk**

7. Correspondence

a) South Norfolk Bin Calendars

The District Council advised that hard copy bin calendars will no longer be provided to residents. It was **agreed** to try and obtain a copy. **Clerk**

- b) Parishioners concerns regarding Church Hill and Low Road
It was **agreed** these matters would be considered under Agenda Item 14a

8. Reports on Meetings Attended

- a) Village Hall Management Committee
The recent meeting had been rescheduled so there was nothing to report.
- b) District Council Planning Training
Adrienne Watts took part in this well attended remote training which she found very useful. It touched on some future planning changes and a link to the [online interactive planning tool](#) which could be a useful addition when viewing planning applications. The online slides had been previously circulated for information.

9. Finance

It was resolved to pay the following:

a) Tina Eagle	Salary/Expenses	£463.71/£14.39
b) Norfolk Pension Fund	Pension Contribution	£139.95
c) Eastern Tree Care	Burrfield tree work	£850.00
d) Adrienne Watts	Survey Monkey subscription	£19.00
e) H M Land Registry	Official search	£1.00

The payments presented were **agreed** proposed by, Keith Read seconded by, Preston Thomas, all in favour.

- f) 3rd Quarter Budget Comparison
The budget comparison previously circulated was noted and **agreed** proposed by Willie Crawshay, seconded by, Geoff Merchant all in favour.
- g) Quarterly Inspection of Accounts
It was **agreed** this would be postponed until the current Government restrictions are lifted.

10. Public Participation and Exchange of Information

The meeting was suspended to allow the public and those Councillors with a prejudicial interest to speak.

- a) County Councillor Alison Thomas
The main topic to report on is the recent flooding. Alison is aware that Lower Tasburgh was affected very badly as was Long Stratton where there continued to be significant problems. It was noted that the management of the water courses in Low Road could be looked into for the future. Teams are prioritising those properties that had experienced internal flooding and those residents affected need to make contact with water.management@norfolk.gov.uk to complete a flood report which will subsequently lead to an investigation. The teams are overwhelmed with issues at the moment so patience would be appreciated.

With the county still in lockdown work continues to ensure the public get the care and support they require, along with the vaccination programme which is now well underway with more local centres opening up. Schools will continue to be supported as and when children are permitted to return.

b) District Councillor Michael Edney

Michael reported that the bin optimisation of routes is currently being looked at and agreed to check whether there is a cost involved of providing a bin calendar should a resident require one. Assisted bin collections are also available for those residents who may require this service. **ME**

c) Public Comments

Members of the public raised their concerns with regards to the increasing traffic problems on Low Road and Church Hill reporting several incidents close to their property since November. Other communities have introduced 20mph schemes in order to reduce traffic speed and they would like to propose that the Parish Council consider doing the same.

Alison Thomas was very appreciative of the concerns raised and totally understood the desire to have a 20mph limit. However the Police will not enforce a 20mph limit as it is expected to be self-enforcing. There is also no longer the budget for the Highways infrastructure required to force traffic down to that speed. It was expected this would also be reiterated by Highway Engineer.

Discussion was held with regards to the lack of Police enforcement. Geoff Merchant noted that any concerns residents had should be raised directly with the Police and Crime Commissioner themselves and the Parish Council could also assist with that. It was noted there are currently proposals in place to discuss with the Highways Engineer possible solutions for pedestrian markings on the corner through the bends on Low Road, Grove Lane bends and pedestrian signage.

Jill Casson advised that they are aware of the evidence that Bawburgh Parish Council had to collect over a 3 year period to enable them to build a successful case for the introduction of a traffic calming scheme. This included continuing to gather evidence from the SAMS and Community Speed Watch team, and keeping an evidence log of incidents when they occur.

Alison agreed to contribute some of her Highways members' budget and whilst site visits are not permissible at the moment would be happy to work with the Parish Council, and the Highways Engineer to progress possible traffic calming measures.

This matter would be further considered under Agenda Item 14a

The meeting was reconvened

Alison Thomas and Michael Edney disconnected from the meeting.

11. Planning

a) Planning Applications

None received

b) Planning Decisions

None received

c) Planning Appeals

None received

d) Next Planning Meeting

It was **agreed** that the next planning meeting would be held on **2nd February 2021**. Geoff Merchant, Adrienne Watts, Jill Casson and Preston Thomas confirmed their attendance and Adrienne Watts **agreed** to take the plans.

12. Consultations

PCC Budget Consultation

Email previously circulated. The closing date to submit individual responses is 22nd January 2021.

13. Advisory Groups

a) Neighbourhood Plan

The draft minutes had been previously circulated for information. It was reported that a cheaper option to upgrade from the current free plan on survey monkey had been acquired for £19.00.

It was **agreed** to co-opt Jackie Trenavin, as a new member to the Advisory Group, proposed by Adrienne Watts, seconded by Preston Thomas, all in favour. **Clerk**

14. Ongoing Projects

a) Community traffic calming schemes including SAMS2

Considerable discussion was held with regards to traffic calming for Low Road and the evidence collecting that was required by the Bawburgh initiative. It was noted that an evidence log had already been set up to record incidents on Low Road and an article would be placed in the next Quarterly requesting incidents to be forwarded to the Clerk for inclusion on the log. **JC**

It was **agreed** to continue with progressing the idea of pedestrian white lines, pedestrian signage and to furthermore provide a limited amount of money to be agreed under Agenda Item 16a as a budget for pursuing this project, proposed by Geoff merchant, seconded by Andrew Patrick, 7 in favour, 1 abstention. The motion was therefore carried forward.

It was noted that the SAMS data continues to be downloaded on a monthly basis. Adrienne Watts **agreed** to be a back up to download the data via Bluetooth in the event the Clerk was able to do so. Westcotec are also looking at putting together some online training on how to extract the most from the downloaded data.

The members of the public disconnected from the meeting

b) Upper Village sign base repair

As only one quote had been received it was **agreed** this would be an Agenda item for February meeting.

15. Ongoing Items

a) Covid-19

i) Tasburgh community snake rock

Details had been previously circulated of the sign design and cost to preserve the rocks painted during the first lockdown. It was **agreed** that £310.00 would be allocated from this

year's project budget proposed by Geoff Merchant, seconded by Preston Thomas all in favour. **Clerk**

ii) Outdoor Gym Equipment

In line with the new lockdown restrictions the gym equipment is again closed. Notices to this affect have been placed on site.

b) Burrfeld Park

It was noted a donation of £50.00 had been received for the logs. Work to the observation lid is on hold until it can be safely accessed.

c) Tasburgh Village Hall

It was agreed that the Trust document previously circulated provided no relevant information. It was noted that the TVHMC Standing Orders No. 20 provides a clear process to follow in the event the Village Hall is unable to be managed by the Trustees. It was **agreed** to monitor the situation for the time being.

16. 2021/22 Budget Planning

a) Budget & Precept

The final draft budget previously circulated was considered and finalised subject to the proposed amendments to the budget as listed below:

- Transfer £2000.00 from the unallocated budget to a new project line headed traffic calming measures leaving £500.00 for unallocated projects.
- Transfer £2000.00 to the Burrfeld Park contingency fund

It was **agreed** to accept the budget proposed by, Preston Thomas, seconded by Geoff Merchant all in favour. It was **agreed** this required a precept of £21,716.42 and would take the cost of a Band D property from £52.92 to £52.96, an increase in £0.04p proposed by Keith Read, seconded Willie Crawshay all in favour. **Clerk**

17. New Items

a) Health & Safety Report

Preston Thomas had undertaken the inspections and noted the following recommendations:

- The poster glue is still in the bus shelters **Clerk**
- The plastic edging strip had come away from one of the allotment steps and needs replacing **AP**

b) Quarterly

It was confirmed that the Parish Council meeting dates would be included in the next edition, along with a reference to the evidence log. Closing date for articles is 5th February. **JC/Clerk**

c) Low Road Flooding

It was **agreed** to accept the offer from Andrew Patrick to lend his own sandbags to those residents in Low Road who may find themselves subject to further flooding should the need arise proposed by Keith Read, seconded by Geoff Merchant all in favour. Contact details would be placed in the Quarterly along with thanks to those who stepped up to help.

18. Items for next month's agenda

As minuted

Community Emergency Plan

Playarea repair to the Multi-play senior rock

19. To confirm date of next meeting, Tuesday 16th February 2021, 7.30pm

The meeting closed at 9.15pm

CHAIR